

**Downtown Development Authority
Board of Directors Meeting
June 29, 2016**

Present

Christine Bailey
John Hubbard
Terry Moore
Logan Schroeder
Stanley Varner

Absent

Lydia Jackson
Keith Todaro

Staff

Liz Swaine
Janie Landry
Stacie Leng
Lorenzo Lee

Others Present

Tim Wright - *Heliopolis*
Greg LeGrand – *Ark-La-Tex Music
Heritage Festival*

I. CALL TO ORDER

Chairman Terry Moore called the meeting to order at 3:30 pm.

II. ROLL CALL

Stacie Leng called the roll. Those present were: Christine Bailey, John Hubbard, Terry Moore, Logan Schroeder, and Stanley Varner. Lydia Jackson and Keith Todaro were absent. Mr. Moore noted there was a quorum present.

III. APPROVAL OF ABSENCES

Christine Bailey made a motion to approve the absences of Lydia Jackson and Keith Todaro. Logan Schroeder seconded the motion. The motion passed unanimously.

IV. AMEND AGENDA

Mr. Moore asked if there was a need to amend the agenda. No amendments were needed.

V. WELCOME / PRESENTATIONS / INTRODUCTIONS

After welcoming the board members and guests, Mr. Moore introduced Mr. Greg LeGrand of the Ark-La-Tex Music Heritage Festival (August 26-28). Mr. LeGrand made a presentation about the festival and gave board members a packet that included additional festival information. Mr. LeGrand was requesting a \$5,000 sponsorship from the DDA.

Tim Wright of Heliopolis introduced himself to the board. He also presented information about an upcoming event "Re-Form Shreveport" (October 7-8), which is a forum to discuss bringing Shreveport together to re-form the built environment. Ms. Swaine stated that she would meet with Mr. Wright and bring some ideas for involvement back to the board.

VI. PUBLIC COMMENTS (Agenda Items)

Mr. Moore asked if there were any public comments. There were no public comments.

VII. CONSENT AGENDA

A. Minutes

Mr. Moore asked for a review of the May 2016 minutes and for any amendments or revisions.

John Hubbard made a motion to approve the May 2016 minutes as presented. Christine Bailey seconded the motion. The motion passed

unanimously.

B. Financials

Ms. Swaine asked the board to review the May 2016 financials. Property tax revenue was more than anticipated and excess might be considered for a new truck for Streetscape. The 2016 Streetscape contract has been signed; still waiting on payment. The city is also not current on payments for the Parking contract. A new server and computers are needed for the office. Also repairs and adjustments with 416 Cotton will need to be completed as well. Ms. Swaine stated that nothing was out of the ordinary relative to the financials, and any discrepancies will be adjusted by the auditors.

Christina Bailey made a motion to accept the May 2016 Financials as presented. Logan Schroeder seconded the motion. The motion passed unanimously.

VIII. REPORTS

A. Director's Report

1. 600 Block of Texas- Sears Project

- Rhino Coffee and Seasons set to open in July.

2. 700 Block of Texas- artspace

- Parish Taceaux now open, 11 am-9 pm, Tues.-Sat., 708 Texas.
- Artspace Moonbot exhibit and talks drawing large crowds - 710 Texas.

3. 700 Block of Louisiana- old AAMCO Building

- "The Machine" barcade - Met with architect and State Fire Marshal on June 28th.
- Project is moving forward.

4. 509 Market- Former United Mercantile Bank

- Space planning ongoing.

5. Selber Building- 601 Milam

- Under construction

6. Allen Building- NW corner of McNeill and Texas

- New SUSLA School of Nursing.
- No word on construction start date.

7. Petro Tower Lofts- 415 Edwards

- New developer has signed letter of intent; requested additional 90-day due diligence period.
- Project will be mixed use with market rate apartments.

8. Old Dee's Building- 420 Market

- Additional structural work needed; still under construction.

9. Phoenix Underground, 600 Market

- Clearing out carpet, etc.
- Awaiting lease before investing more money.
- Taco! Taco! Taco! Closed (personal reasons); looking for new tenant.

10. Times' Building- 222 Lake Street

- U-Haul purchased.
- Believe The Times will remain downtown.

11. Elvis Presley Avenue

- New construction of "Sprague Street" Row House style.
- Anticipated to be occupied by Shreveport Common or business or both.

12. City wins \$1m grant from HUD for Choice Neighborhoods

- Area includes Ledbetter, West Edge, and Allendale.

Offers made on:

- UNEEDA Biscuit Building (700 Block of Milam) – declined.
- Former Ridgeway's Building (719 Marshall)- counter offer made.

OTHER KEY PROJECTS/ISSUES:

- Northwest Louisiana Passenger Rail/Mobility 2040- Several issues involve downtown. Full study can be seen at www.nlcoqlistens.com.
- Danger to Downtown Museums (Shreveport Water Works Museum and Spring Street Historic Museum) - Both of these museums are under the Secretary of State's office. Staff has advocated for both to be moved to the Office of Culture, Recreation and Tourism. Lt. Governor Nungesser will be in Shreveport on July 23 to tour the SSHM. He has already toured SWWM.
- Additional Requests for Lease Space in the Red River District- City is preparing a lease for one of the two remaining available spaces in the RRD. A second interested party wanted only a bar in the space, but city denied. City of Shreveport on standby for announcement about new use/tenant for Barnwell Center.
- Art Walk plans underway- DDA is working with businesses and partners to launch a monthly Art Walk to kick off in September. These events, very popular in other cities, create more foot traffic/markets for art.

B. Parking Report

Lorenzo Lee presented the parking report for May 2016. Ticket and coinage are consistent. Implementation of the proposed Park/Pay Parking App should improve numbers. The contract has been signed. Hope to debut the app in August. Meter rates for April were corrected to reflect updated income from bagged meters.

OLD BUSINESS

A. UDC Update

Ms. Swaine presented an email from MPC Special Projects Planner, Adam Bailey, regarding the plans to release the third and final draft of the Unified Development Code in July 2016. After it is released, it will then be introduced to the MPC board for recommendation and approval in September, and then will be sent to both City Council and Caddo Parish Commission for final approval. Question was raised as to whether there was any additional feedback or comments from the DDA or DSDC

to be considered. (Copy of email in DDA Board Meeting binder.) A brief discussion followed.

B. Historic Tax Credits Update

Ms. Swaine presented correspondence and a report that was compiled by staff to show the benefit of the State Historic Tax Credit program. The report, which highlighted investment in the 600 & 700 blocks of Texas Street and included data representing the number of permits issued before and after the HTC program began, was given to the Lt. Governor. Information regarding appraised values and investment made by property owners was also included.

C. Shreveport/Caddo Common Update

Ms. Swaine updated the board regarding Shreveport Common's funding. The Caddo Parish Commission invested \$1m with the stipulation that SRAC/Shreveport Common match that amount within a year. The DDA will be working with SRAC to help publicize the project and the importance of funding it.

D. Parking App

Education on the Passport parking app will be implemented. The 90-day pilot program contract has been signed. Hopefully, the project will debut in August, but will depend on training, signage placement, and educating the public.

E. Downtown Is Cool Because... Campaign Update

DDA has already received the first half of the grant money from Deepwater Horizon, and final paperwork with ad proofs have been sent off for review so the DDA can receive the other half of the grand money.

IX. NEW BUSINESS

A. Grant Request – Ark-La-Tex Music Heritage Festival

The board discussed the drawbacks of such a large sponsorship with such a short amount of time before the event, the lack of funds to dedicate to one event, and the caution needed to select which events receive sponsorship. It was decided that a mini-grant was the best choice for sponsorship.

Christine Bailey made a motion to grant \$250.00 to Greg LeGrand of the Ark-La-Tex Music Heritage Festival. John Hubbard seconded the motion. The motion passed unanimously.

B. DDA Retirement Plan – Plan Provision Update/Pension Protection Act Restatement Compliance

John Hubbard left the meeting at 4:45 p.m. but a quorum still remained.

Ms. Landry explained that the Plan Update for the DDA's retirement plan was mandated to be in federal compliance. The restatement took the options from the existing retirement plan and mapped them onto a new document for compliance purposes.

Logan Schroeder made a motion to have attorney, Jerry Jones, review

documentation for the DDA Retirement Plan Restatement and to also give permission for Liz Swaine to sign on behalf of the DDA Board members upon approval by Mr. Jones. Stanley Varner seconded the motion which passed unanimously.

X. ANNOUNCEMENTS

- Christine Bailey – Open reception of her show at Norsworthy Gallery.

XI. PUBLIC COMMENTS (NON-AGENDA ITEMS)

Mr. Moore asked for any public comments. There were none.

XII. ADJOURN

With no further DDA business to conduct, Christine Bailey made a motion to adjourn. Logan Schroeder seconded the motion. The motion passed unanimously.

Mr. Moore adjourned the meeting at 4:51 pm.

John Hubbard, Secretary